

DDS 56-2962

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~~CONFIDENTIAL~~

Perz 7
Olm² (TAS Summary)

16 AUG 1956

MEMORANDUM FOR: Deputy Director (Support)
SUBJECT : Position Evaluation Survey of the Office of Communications
REFERENCE : (a) Memorandum from Deputy Director (Support) to
Director of Personnel. Subject: Classification
Survey, Office of Communications, dated 6 March 1956.
(b) Memorandum from Director of Personnel to Deputy
Director (Support). Subject: Position Evaluation
Division Survey of the Office of Communications,
dated 16 April 1956.

1. This memorandum is for your information only; particular reference
is made to paragraph 5.

2. The Position Evaluation Survey was initiated 6 June 1956 after
receipt of a proposed I/O from the Office of Communications. This involved
proposed upgradings of [redacted] positions.

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3. Two Analysts have been assigned to the survey and to date have
completed the Signal Center (approximately [redacted] positions) and all fact find-
ing activities in the Security Division [redacted] positions). To insure equity
of grade structure and thorough understanding of the responsibilities of
each position, detailed individual desk audits have been made.

4. At this date, indications are that there will be grade adjustments
both upward and downward, as well as some management problems which will
be discussed with the Management Staff.

5. It is anticipated that departmental coverage will be accomplished
by 31 October 1956. Further details will have to be worked out as to
obtaining current field documentation.

Signed

Harrison G. Reynolds
Director of Personnel

Attachment
Status Report

Distribution

0 & 1 - Addressees
1 - D/Pers
2 - PED

Revised by	[Redacted]
Initials	[Redacted]
Approved for TS	[Redacted]
First Review Date	[Redacted]
Date:	1-4-79
By:	35

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